

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE <div style="text-align: center;">J</div>		PAGE OF PAGES <div style="text-align: center;">1 24</div>	
2. AMENDMENT/MODIFICATION NO. <div style="text-align: center;">0001</div>		3. EFFECTIVE DATE <div style="text-align: center;">10-Mar-2005</div>		4. REQUISITION/PURCHASE REQ. NO. <div style="text-align: center;">W81W3G-5032-5859</div>		5. PROJECT NO.(If applicable)	
6. ISSUED BY USAED - BALTIMORE 10 SOUTH HOWARD STREET BALTIMORE MD 21201		CODE <div style="text-align: center;">W912DR</div>		7. ADMINISTERED BY (If other than item 6) <div style="text-align: center; font-weight: bold;">See Item 6</div>			
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO. W912DR-05-T-0052			
				<input checked="" type="checkbox"/> 9B. DATED (SEE ITEM 11) 08-Mar-2005			
				10A. MOD. OF CONTRACT/ORDER NO.			
				10B. DATED (SEE ITEM 13)			
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Solicitation number W912DR-05-T-0052 is hereby amended to clarify the Prebid site visit date which will be held on March 15, 2005. Also the Bid schedule will be incorporated as a separate attachment. Note that period of performance has been revised to have Option years in line with Fiscal Years.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				TEL: _____ EMAIL: _____			
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 10-Mar-2005	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

The following have been modified:

SOW

SECTION C
DESCRIPTION/SPECIFICATIONS/WORK STATEMENT
Janitorial Services Contract, Tioga-Hammond & Cowanesque Lakes, Tioga, Pennsylvania

C.1 COMFORT STATIONS/BEACH HOUSES, PAVILIONS, PROJECT OFFICE, VISITOR INFORMATION CENTER/RANGER STATION, IVES RUN MAINTENANCE BUILDING, FISH CLEANING STATIONS, AND TRASH CANS -- SCOPE OF SERVICES

C.1.1 Facility Inventory - The Contractor shall furnish the necessary supplies, labor, tools, equipment, quality assurance, and transportation required to provide janitorial services at thirteen (13) water borne (flush) comfort stations/shower houses, eight (8) vault comfort stations, eleven (11) group recreation shelters/pavilions, two (2) fish cleaning stations, four (4) beach trash cans, two (2) water borne beach houses, and three (3) administration facilities. The government shall supply all toilet paper, hand soap, and paper towels required to perform janitorial services under subject contract.

Facilities listed for Tioga-Hammond Lake are not included in the specifications for this contract until Option Year 2006. Please make special note of this when completing the Bid Schedule

<u>Comfort Stations/Beach House, Cowanesque</u>	<u>Type Facility (See Appendix C-A for detailed facility inventory)</u>
South Shore West Boat Launch Comfort Station	Vault
South Shore Oneida Comfort Station	Flush
South Shore Iroquois Comfort Station	Flush
South Shore Beach House	Flush
Lawrence Comfort Station	Flush
Meadow Comfort Station	Vault
Bench Comfort Station	Flush
Knoll Comfort Station	Flush
Cove Comfort Station	Flush
Hike-In Comfort Station	Vault
North Tailrace Comfort Station	Vault

<u>Pavilions, Cowanesque Lake</u>	<u>Type Facility (See Appendix C-A for detailed facility inventory)</u>
Meadow Pavilion	Shelter
South Shore Oneida Pavilion	Shelter
South Shore Mohawk Pavilion	Shelter
South Shore Iroquois Pavilion	Shelter

Lawrence Pavilion	Shelter
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<u>Miscellaneous, Cowanesque Lake</u>	<u>Type Facility</u>
South Shore Beach Trash Cans	2 Trash Cans
Tompkins Fish Cleaning Station	Fish Cleaning Station

Facilities listed for Tioga-Hammond Lake are not included in the specifications for this contract until Option Year 2006. Please make special note of this when completing the Bid Schedule

<u>Comfort Stations/Beach House, Tioga-Hammond</u>	<u>Type Facility (See Appendix C-B for detailed facility inventory)</u>
Lambs Creek Picnic Area Comfort Station	Vault
Lambs Creek Boat Launch Portable Toilet	Flush
Connecting Channel Comfort Station	Vault
Stephenhouse Comfort Station	Vault
Ives Run Boat Launch Comfort Station	Flush
Ives Run South Comfort Station	Flush
Lakeside Comfort Station	Flush
Beach House with Showers	Flush
Pine Camp Comfort Station	Vault
Hawthorne Comfort Station	Flush
Beach/Birch Comfort Station	Flush
Hickory Comfort Station	Flush

<u>Pavilions, Tioga-Hammond Lake</u>	<u>Type Facility (See Appendix C-B for detailed facility inventory)</u>
Lambs Creek Picnic Area Pavilion	Shelter
Stephenhouse Pavilion	Shelter
Ives Run Boat Launch Pavilion	Shelter
Ives Run South Pavilion	Shelter
Ives Run North Pavilion	Shelter
Lakeside Pavilion	Shelter

<u>Miscellaneous, Tioga-Hammond Lake</u>	<u>Type Facility (See Appendix C-B for detailed facility inventory)</u>
Ives Run Beach Trash Cans	2 Trash Cans
Ives Run Boat Launch Fish Cleaning Station	Fish Cleaning Station
Project Office Building	Project Office Building
Ives Run Maintenance Building	Maintenance Office and Lunch Room
Visitor Information Center/Ranger Station	Visitor Center and Ranger Office Building

C.I.2 Description of Services - The following listed specific services are to be performed as one complete janitorial service, at each facility and location. One complete cleaning at one building shall be one service unit for the basis of this bid schedule and contract. ***Facilities listed for Tioga-Hammond Lake are not included in the specifications for this contract until Option Year 2006. Please make special note of this when completing the Bid Schedule***

C.1.2.1 Regular Cleaning of Visitor Information Center/Ranger Station (entire building)

- (a) Clean, sweep, and mop all hard floors with approved cleaner to remove dirt, stains, scuff marks and spills. Clean all baseboards in mopped areas to be free of accumulation of residual from mopping and waxing.
- (b) Clean all walls to remove dirt, fingerprints, insect habitat, spills, etc.
- (c) Sweep and clean the exterior overlook patio area and the rectangular walk area immediately in front of the front doors and remove all litter in the pea gravel area next to the overlook patio.
- (d) Clean 4 exterior lobby doors and the trim inside and out. Clean doors and glass with an approved glass cleaner to remove dirt, spots, and streaks.
- (e) Remove all insect habitat, cobwebs, dead insects, and other inappropriate materials from corners, floors, walls, doorways, entryways, etc.
- (f) Polish all chrome, aluminum, and stainless steel surfaces.
- (g) Vacuum all carpets including entrance mats with a heavy-duty vacuum cleaner with a motorized beater bar brush and active brush edge cleaner. Carpet stains and spots shall be removed with an approved carpet spot remover.
- (h) Dust and clean all window ledges, shelves, doors, door kick plates, desks, cabinets, chairs, pictures, signs, and other furniture, fixtures, and appliances.
- (i) Empty and clean all trashcans and replace liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (j) Thoroughly clean the 3 bathrooms including cleaning and disinfecting toilet bowls and sinks, replenishing with approved toilet paper, hand soap, and paper towels, as supplied by the government. Clean and polish all bathroom sinks, mirrors, fixtures and metal surfaces to a shine.
- (k) Clean, disinfect, and polish the drinking fountain.
- (l) Dust and vacuum, where appropriate the lobby displays.
- (m) Clean all glass on lobby displays. Dust all exhibit surfaces to remove dirt, fingerprints, smears, etc.
- (n) Cleaning of kitchen area: the contractor is not required to clean dishes, sinks, refrigerators, microwaves, coffee pots, or any items of personal employee use. However, all other cleaning requirements apply to the kitchen area.

C.1.2.2 Regular Cleaning of Project Office (entire building)

- (a) Clean, sweep, and mop all hard floors with approved cleaner to remove dirt, stains, scuff marks and spills. Clean all baseboards in mopped areas to be free of accumulation of residual from mopping and waxing.
- (b) Clean all walls to remove dirt, fingerprints, insect habitat, spills, etc.
- (c) Clean exterior lobby doors and the trim inside and out. Clean doors and glass with an approved glass cleaner to remove dirt, spots, and streaks.
- (d) Remove all insect habitat, cobwebs, dead insects, and other inappropriate materials from corners, floors, walls, doorways, entryways, etc.
- (e) Polish all chrome, aluminum, and stainless steel surfaces.
- (f) Vacuum all carpets including entrance mats with a heavy-duty vacuum cleaner with a motorized beater bar brush and active brush edge cleaner. Carpet stains and spots shall be removed with an approved carpet spot remover.

- (g) Dust and clean all window ledges, shelves, doors, door kick plates, desks, cabinets, chairs, pictures, signs, and other furniture, fixtures, and appliances.
- (h) Empty and clean all trashcans and replace liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (i) Thoroughly clean the 2 bathrooms including cleaning and disinfecting toilet bowls and sinks, replenishing with approved toilet paper, hand soap, and paper towels, as supplied by the government. Clean and polish all bathroom sinks, mirrors, fixtures and metal surfaces to a shine.
- (j) Clean and polish all bathroom sinks, mirrors, fixtures and metal surfaces to a shine.
- (k) Clean, disinfect, and polish the drinking fountain.
- (l) Cleaning of kitchen area: the contractor is not required to clean dishes, sinks, refrigerators, microwaves, coffee pots, or any items of personal employee use. However, all other cleaning requirements apply to the kitchen area.

C.1.2.3 Regular Cleaning of Ives Run Maintenance Building (Office spaces, lunch room, kitchen area, and bathroom. Workshop area is not included)

- (a) Clean, sweep, and mop all hard floors with approved cleaner to remove dirt, stains, scuff marks and spills. Clean all baseboards in mopped areas to be free of accumulation of residual from mopping and waxing.
- (b) Clean all walls to remove dirt, fingerprints, insect habitat, spills, etc.
- (c) Clean the exterior door and the trim inside and out. Clean door with an approved cleaner to remove dirt, spots, and streaks.
- (d) Remove all insect habitat, cobwebs, dead insects, and other inappropriate materials from corners, floors, walls, doorways, entryways, etc.
- (e) Polish all chrome, aluminum, and stainless steel surfaces.
- (f) Vacuum all carpets including entrance mats with a heavy-duty vacuum cleaner with a motorized beater bar brush and active brush edge cleaner. Carpet stains and spots shall be removed with an approved carpet spot remover.
- (g) Dust and clean all window ledges, shelves, doors, door kick plates, desks, cabinets, chairs, pictures, signs, and other furniture, fixtures, and appliances.
- (h) Empty and clean all trashcans and replace liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (i) Thoroughly clean the bathroom including cleaning and disinfecting toilet bowls and sinks, replenishing with approved toilet paper, hand soap, and paper towels, as supplied by the government. Clean and polish all bathroom sinks, mirrors, fixtures and metal surfaces to a shine.
- (j) Clean and polish bathroom sink, mirror, fixtures and metal surfaces to a shine.
- (k) Clean, disinfect, and polish the drinking fountain.
- (l) Cleaning of kitchen area: the contractor is not required to clean dishes, sinks, refrigerators, microwaves, coffee pots, or any items of personal employee use. However, all other cleaning requirements apply to the kitchen area.

C.1.2.4 Regular Cleaning of Comfort Stations

- (a) Clean, mop and disinfect all interior surfaces (i.e., walls, ceilings, doors, partitions and floors).

- (b) Clean and disinfect all interior hardware and fittings (i.e., toilet bowls, urinals, sinks, showers, shower stalls, dressing booths, shelves, mirrors, towel racks, soap dishes, paper towel holders, etc.).
- (c) Clean, sweep and/or hose exterior of facilities to include walls, soffits, entrance pads, walkways, entrance blinds, changing stalls as needed to remove stones, spider webs, bird nests and droppings, bee nests, graffiti, mud, dirt, stains, and litter to assure a neat, clean, well maintained appearance.
- (d) Empty and clean all waste receptacles and replenish liners and toilet paper (toilet paper supplied by the government). Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (e) Promptly report all acts of vandalism; broken, leaking or missing fixtures; inoperative lights, heaters, switches, or receptacles; broken or inoperative doors, windows, louvers, screens, locks, or door closers or any other item, verbally and in writing to the Park Ranger on duty, Contract Inspector/QAE or the Project Office. In case of an emergency the contractor should report to the nearest US Army Corps of Engineers employee on duty.
- (f) The Contractor shall monitor the water level gage in the one (1) portable flush facility at Lambs Creek. The Contractor shall notify the Contracting Officer or his representative when the level drops below 25%.

C.1.2.5 Regular Cleaning of Beach Houses

- (a) Clean, mop and disinfect all interior surfaces (i.e., walls, ceilings, doors, partitions and floors).
- (b) Clean and disinfect all interior hardware and fittings (i.e., toilet bowls, urinals, sinks, showers, shower stalls, dressing booths, shelves, mirrors, towel racks, soap dishes, paper towel holders, etc.).
- (c) Clean, sweep and/or hose exterior of facilities to include walls, soffits, entrance pads, walkways, entrance blinds, changing stalls as needed to remove stones, spider webs, bird nests and droppings, bee nests, graffiti, mud, dirt, stains, and litter to assure a neat, clean, well maintained appearance.
- (d) Empty and clean all waste receptacles and replenish liners and toilet paper (toilet paper supplied by the government). Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (e) Promptly report all acts of vandalism; broken, leaking or missing fixtures; inoperative lights, heaters, switches, or receptacles; broken or inoperative doors, windows, louvers, screens, locks, or door closers or any other item, verbally and in writing to the Park Ranger on duty, Contract Inspector/QAE or the Project Office. In case of an emergency the contractor should report to the nearest US Army Corps of Engineers employee on duty.

C.1.2.6 Regular Cleaning of Pavilions

- (a) Clean and sweep floors, beams, rafters, tables, and benches.
- (b) Hose floors as necessary.
- (c) Pick-up and remove litter and debris within a minimum 100 foot radius around the shelter.
- (d) Clean and empty trash receptacles and replenish liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (e) Clean and empty cooking grills.
- (f) Remove bird nests, bee nests, spider webs, bird droppings, graffiti, stones, sticks, mud, dirt, stains, or any other foreign matter. * Pressure washing may be used as needed to accomplish this but the contractor shall be required to use extreme care so as not to cause damage to any surfaces being cleaned.

C.1.2.7 Partial Cleaning of Comfort Stations

- (a) Sweep and mop floor.
- (b) Clean all stains and obtrusive matter.
- (c) Replenish paper supplies (supplied by the government).
- (d) Empty and clean waste receptacles and replenish liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (e) Clean sinks, toilet bowls, and urinals.

C.1.2.8 Partial Cleaning of Beach Houses

- (a) Sweep and mop floor.
- (b) Clean all stains and obtrusive matter.
- (c) Replenish paper supplies (supplied by the government).
- (d) Empty and clean waste receptacles and replenish liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (e) Clean sinks, toilet bowls, and urinals.

C.1.2.9 Special Cleanings of Comfort Stations

- (a) Clean and wax/polish all toilet and shower doors, partitions, entrance doors and frames (interior and exterior), paper towel dispensers, shower seats, dryers, and waste receptacles with a product approved by the Contracting officer or his representative.
- (b) Clean and polish all exposed chrome or stainless fittings, pipes, valves, faucets, flush-o-meters, soap dishes, shower heads, handrails, etc., with an approved chrome or stainless steel polish.
- (c) Clean all interior and exterior light fixtures [including removing light panels]
- (d) Clean all windows and screens.
- (e) This cleaning shall immediately follow a Regular Comfort Station Cleaning. However, this cleaning is a stand-alone bid item and is intended to accomplish additional cleaning requirements for Comfort Stations.

C.1.2.10 Special Cleanings of Beach Houses

- (a) Clean and wax/polish all toilet and shower doors, partitions, entrance doors and frames (interior and exterior), paper towel dispensers, shower seats, dryers, and waste receptacles with a product approved by the Contracting officer or his representative.
- (b) Clean and polish all exposed chrome or stainless fittings, pipes, valves, faucets, flush-o-meters, soap dishes, shower heads, handrails, etc., with an approved chrome or stainless steel polish.
- (c) Clean all interior and exterior light fixtures [including removing light panels]
- (d) Clean all windows and screens.
- (e) This cleaning shall immediately follow a Regular Beach House Cleaning. However, this cleaning is a stand-alone bid item and is intended to accomplish additional cleaning requirements for Beach Houses.

C.1.2.11 Special Cleanings of Project Office Building

- (a) Shampoo/clean all carpeting with approved commercial carpet cleaner.
- (b) Clean all interior and exterior lights and fixtures to be free of dust, dirt, insects, insect habitat, water marks, etc. Light fixtures may need to be partially dismantled to obtain access to the inside of the fixture. The contractor will be responsible to protect exhibits, furnishings, equipment, etc. located beneath these areas from dirt, dust, water, falling objects, and other materials. The contractor will be required to clean all surrounding areas upon completion of work to the standard of a regular cleaning.
- (c) Clean all windows, window ledges, window trim, and window dressings, to be free of dust, dirt, insects, insect habitat, water marks, etc. Wash all Venetian blinds. Wash all inside and outside window surfaces.
- (d) All tiled/hard floors shall be stripped using an approved stripping agent and re-waxed or re-sealed as designated by the COR. Stripping will remove all old wax and/or sealer including corners. All equipment, furniture, and other items shall be removed from the floors to be cleaned and returned to previous locations upon completion of work. Grout will be cleaned to original color. Specific dates for this service and access to certain administrative spaces will be coordinated with the COR or his/her authorized representative at least two weeks before the service to be rendered.
- (e) This cleaning shall immediately follow a Regular Project Office Cleaning. However, this cleaning is a stand-alone bid item and is intended to accomplish additional cleaning requirements for the Project Office.

C.1.2.12 Special Cleaning of Ives Run Maintenance Building

- (a) Shampoo/clean all carpeting with approved commercial carpet cleaner.
- (b) Clean all interior and exterior lights and fixtures to be free of dust, dirt, insects, insect habitat, water marks, etc. Light fixtures may need to be partially dismantled to obtain access to the inside of the fixture. The contractor will be responsible to protect exhibits, furnishings, equipment, etc. located beneath these areas from dirt, dust, water, falling objects, and other materials. The contractor will be required to clean all surrounding areas upon completion of work to the standard of a regular cleaning.
- (c) Clean all windows, window ledges, window trim, and window dressings, to be free of dust, dirt, insects, insect habitat, water marks, etc. Wash all Venetian blinds. Wash all inside and outside window surfaces.
- (d) All tiled/hard floors shall be stripped using an approved stripping agent and re-waxed or re-sealed as designated by the COR. Stripping will remove all old wax and/or sealer including corners. All equipment, furniture, and other items shall be removed from the floors to be cleaned and returned to previous locations upon completion of work. Grout will be cleaned to original color. Specific dates for this service and access to certain administrative spaces will be coordinated with the COR or his/her authorized representative at least two weeks before the service to be rendered.
- (e) This cleaning shall immediately follow a Regular Ives Run Maintenance Building Cleaning. However, this cleaning is a stand-alone bid item and is intended to accomplish additional cleaning requirements for the Ives Run Maintenance Building.

C.1.2.13 Special Cleanings of the Visitor Information Center/Ranger Station

- (a) Shampoo/clean all carpeting with approved commercial carpet cleaner.
- (b) Clean all interior and exterior lights and fixtures to be free of dust, dirt, insects, insect habitat, water marks, etc. Light fixtures may need to be partially dismantled to obtain access to the inside of the fixture. The contractor will be responsible to protect exhibits, furnishings, equipment, etc. located beneath these areas from dirt, dust, water, falling objects, and other materials. The contractor will be required to clean all surrounding areas upon completion of work to the standard of a regular cleaning.
- (c) Clean all windows, window ledges, window trim, and window dressings, to be free of dust, dirt, insects, insect habitat, water marks, etc. Wash all Venetian blinds. Wash all inside and outside window surfaces.
- (d) All tiled/hard floors shall be stripped using an approved stripping agent and re-waxed or re-sealed as designated by the COR. Stripping will remove all old wax and/or sealer including corners. All equipment, furniture, and other items shall be removed from the floors to be cleaned and returned to previous locations upon completion of work. Grout will be cleaned to original color. Specific dates for this service and access to certain administrative spaces will be coordinated with the COR or his/her authorized representative at least two weeks before the service to be rendered.
- (e) This cleaning shall immediately follow a Regular Visitor Information Center/Ranger Station Cleaning. However, this cleaning is a stand-alone bid item and is intended to accomplish additional cleaning requirements for the Visitor Information Center/Ranger Station.

C.1.2.14 Emptying of Trash Cans

- (a) Empty all designated trashcans and replace liners.
- (b) Clean all ground litter within a 100-foot radius around trashcans; dispose of all waste in designated dumpsters.

C.1.2.15 Cleaning of Fish Cleaning Stations

- (a) Clean and sweep floors, beams, rafters, and tables.
- (b) Clean and disinfect all exterior hardware and fittings associated with the fish cleaning station.
- (c) Hose floors as necessary.
- (d) Pick-up and remove litter and debris within a minimum 100 foot radius around the fish cleaning station.
- (e) Clean and empty trash receptacles and replenish liners. Disinfect the insides of cans and clean outsides of dirt, marks, etc. Trash shall be deposited in an area dumpster.
- (f) Remove bird nests, bee nests, spider webs, bird droppings, graffiti, stones, sticks, mud, dirt, stains, or any other foreign matter. * Pressure washing may be used as needed to accomplish this but the contractor shall be required to use extreme care so as not to cause damage to any surfaces being cleaned.

C.1.3. FREQUENCY OF SERVICES AND QUANTITIES

****Cowanesque Lake:***

1. North Tailrace Comfort Station (vault), Cowanesque Lake

- (a) Beginning 01 April up to and including 30 September one regular cleaning on Wednesdays.
 - **Regular Comfort Station Cleanings:** 2005-26 2006-26 2007-26 2008-26 2009-27
- (b) One Special Cleaning the first weeks of May, June, July, and August
 - **Special Comfort Station Cleanings:** 2005-4 2006-4 2007-4 2008-4 2009-4

2. South Shore West Boat Launch Comfort Station (vault), South Shore Oneida Comfort Station (flush), South Shore Iroquois Comfort Station (flush), Lawrence Comfort Station (vault), Meadow Comfort Station (vault), Cowanesque Lake

- (a) Beginning 01 April up to and including the Wednesday prior to Memorial Day one regular cleaning on Wednesdays.
 - **Regular Comfort Station Cleanings (each facility):** 2005-8 2006-8 2007-8 2008-8 2009-8
- (b) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM and one daily partial cleaning between 3:00 PM and 6:00 PM.
 - **Regular Comfort Station Cleanings (each facility):** 2005-102 2006-102 2007-102 2008-102 2009-109
 - **Partial Comfort Station Cleanings (each facility):** 2005-102 2006-102 2007-102 2008-102 2009-109
- (c) Beginning the day after Labor Day up to and including 30 September one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleanings (each facility):** 2005-7 2006-7 2007-8 2008-8 2009-7
- (d) Special cleanings one each week the first weeks of May, June, July, and August
 - **Special Comfort Station Cleanings (each facility):** 2005-4 2006-4 2007-4 2008-4 2009-4

3. Meadow Pavilion, South Shore Oneida Pavilion, South Shore Mohawk Pavilion, South Shore Iroquois Pavilion, Lawrence Pavilion, Cowanesque Lake

- (a) Beginning the Friday before Memorial Day up to and including Labor Day one regular cleaning on Fridays, Saturdays, Sundays, and Mondays. Cleaning to be completed before 9:00 AM.
 - **Regular Pavilion Cleaning (each facility):** 2005-60 2006-60 2007-60 2008-60 2009-64
- (b) Beginning the day after Labor Day up to and including 30 September one regular cleaning on Wednesdays.
 - **Regular Pavilion Cleaning (each facility):** 2005-4 2006-4 2007-4 2008-3 2009-4

4. South Shore Beach Trash Cans, Cowanesque Lake

- (a) Beginning the Friday before Memorial Day up to and including the day after Labor Day empty two trashcans daily.
- **Emptying of Trashcans:** 2005-103 2006-103 2007-103 2008-103 2009-110

5. Bench Comfort Station (Flush), Knoll Comfort Station with Showers (Flush), Cove Comfort Station with Showers (Flush), Hike-In Comfort Station (vault), Cowanesque Lake

- (a) Beginning 14 May up to and including the Thursday prior to Memorial Day one regular cleaning daily.
- **Regular Comfort Station Cleaning (each facility):** 2005-13 2006-12 2007-11 2008-9 2009-8
- (b) Beginning the Friday before Memorial Day up to and including the Wednesday after Labor Day one daily regular cleaning between 7:00 AM and 11:00 AM, and one daily partial cleaning between 3:00PM and 6:00PM.
- **Regular Comfort Station Cleaning (each facility):** 2005-104 2006-104 2007-104 2008-104 2009-111
- **Partial Comfort Station Cleaning (each facility):** 2005-104 2006-104 2007-104 2008-104 2009-111
- (c) Beginning the Thursday after Labor Day up to and including 30 September one daily regular cleaning to be completed by 11:00 AM.
- **Regular Comfort Station Cleaning (each facility):** 2005-23 2006-24 2007-25 2008-27 2009-21
- (d) Special Comfort Station cleaning the first weeks of May, June, July, and August
- **Special Comfort Station Cleaning (each facility):** 2005-4 2006-4 2007-4 2008-4 2009-4

6. Tompkins Fish Cleaning Station, Cowanesque Lake

- (a) Beginning the Monday before Memorial Day up to and including the Wednesday after Labor Day one regular cleaning daily between 7:00 AM and 11:00 AM.
- **Regular Fish Cleaning Station Cleaning:** 2005-108 2006-108 2007-108 2008-108 2009-115

7. South Shore Beach House with Showers (flush), Cowanesque Lake

- (a) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM and one daily partial cleaning between 3:00 PM and 6:00 PM.
- **Regular Beach House Cleaning:** 2005-102 2006-102 2007-102 2008-102 2009-109
- **Partial Beach House Cleaning:** 2005-102 2006-102 2007-102 2008-102 2009-109
- (b) Beginning the day after Labor Day up to and including 30 September one regular cleaning on Wednesdays.
- **Regular Beach House Cleaning:** 2005-4 2006-4 2007-4 2008-3 2009-4
- (c) Special cleanings one each week the first weeks of May, June, July, and August
- **Special Beach House Cleaning:** 2005-4 2006-4 2007-4 2008-4 2009-4

****Tioga-Hammond Lake:***

Facilities listed for Tioga-Hammond Lake are not included in the specifications for this contract until Option Year 2006. Please make special note of this when completing the Bid Schedule

8. Lambs Creek Picnic Area Comfort Station (vault), Tioga-Hammond Lake

- (a) Beginning 01 April up to and including the Wednesday prior to Memorial Day one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleaning:** 2006-16 2007-16 2008-15 2009-15
- (b) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM.
 - **Regular Comfort Station Cleaning:** 2006-102 2007-102 2008-102 2009-109
- (c) Beginning the Wednesday after Labor Day up to and including 1 November one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleaning:** 2006-17 2007-17 2008-17 2009-16
- (d) One Special Comfort Station cleaning the first weeks of May, June, July, and August.
 - **Special Comfort Station Cleaning:** 2006-4 2007-4 2008-4 2009-4

9. Lambs Creek Boat Launch Portable Flush Toilet, Tioga-Hammond Lake

- (a) Beginning 1 April up to and including 15 September one regular cleaning daily between 7:00 AM and 11:00 AM.
 - **Regular Comfort Station Cleaning:** 2006-168 2007-168 2008-168 2009-168
- (b) One Special Comfort Station cleaning the first weeks of May, June, July, and August
 - **Special Comfort Station Cleaning:** 2006-4 2007-4 2008-4 2009-4

10. Lambs Creek Picnic Area Pavilion, Stephenhouse Pavilion, Ives Run Boat Launch Pavilion, Ives Run South Pavilion, Ives Run North Pavilion, Lakeside Pavilion, Tioga-Hammond Lake

- (a) Beginning the Friday before Memorial Day up to and including Labor Day one regular cleaning Fridays, Saturdays, Sundays and Mondays before 9:00 AM.
 - **Regular Pavilion Cleaning (each facility):** 2006-60 2007-60 2008-60 2009-64
- (b) Beginning the Wednesday after Labor Day up to and including 30 September one regular cleaning on Sundays and Wednesdays.
 - **Regular Pavilion Cleaning (each facility):** 2006-7 2007-8 2008-8 2009-7

11. Connecting Channel Comfort Station (vault), Tioga-Hammond Lake

- (a) Beginning 1 January up to and including 31 December one regular cleaning on Fridays.
 - **Regular Comfort Station Cleaning:** 2006-52 2007-52 2008-52 2009-52
- (b) One Special Comfort Station and Beach House Cleaning the first weeks of May, June, July, and August.

- **Special Comfort Station Cleaning:** 2006-4 2007-4 2008-4 2009-4

12. Stephenhouse Comfort Station (vault), Tioga-Hammond Lake

- (a) Beginning 01April up to and including the Wednesday prior to Memorial Day one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleaning:** 2006-16 2007-16 2008-15 2009-15
- (b) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM and one daily partial cleaning between 3:00 PM and 6:00 PM.
 - **Regular Comfort Station Cleaning:** 2006-102 2007-102 2008-102 2009-109
 - **Partial Comfort Station Cleaning:** 2006-102 2007-102 2008-102 2009-109
- (c) Beginning the Wednesday after Labor Day up to and including 31 October one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleaning:** 2006-16 2007-17 2008-17 2009-15
- (d) Beginning 1 November up to and including 31 March one regular cleaning on Fridays.
 - **Regular Comfort Station Cleaning:** 2006-22 2007-22 2008-22 2009-21
- (e) Special cleanings one each week the first weeks of May, June, July, and August
 - **Special Comfort Station Cleaning:** 2006-4 2007-4 2008-4 2009-4

13. Ives Run Boat Launch Comfort Station (flush), Ives Run South Comfort Station (flush), Lakeside Comfort Station (flush), Pine Camp Comfort Station (vault), Tioga-Hammond Lake

- (a) Beginning 01April up to and including the Wednesday prior to Memorial Day one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleaning (each facility):** 2006-16 2007-16 2008-15 2009-15
- (b) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM and one daily partial cleaning between 3:00 PM and 6:00 PM.
 - **Regular Comfort Station Cleaning (each facility):** 2006-102 2007-102 2008-102 2009-109
 - **Partial Comfort Station Cleaning (each facility):** 2006-102 2007-102 2008-102 2009-109
- (c) Beginning the Wednesday after Labor Day up to and including 1 November one regular cleaning on Wednesdays and Sundays.
 - **Regular Comfort Station Cleaning (each facility):** 2006-17 2007-17 2008-17 2009-15
- (d) Special cleanings one each week the first weeks of May, June, July, and August
 - **Special Comfort Station Cleaning (each facility):** 2006-4 2007-4 2008-4 2009-4

14. Ives Run Boat Launch Fish Cleaning Station, Tioga-Hammond Lake

- (a) Beginning 01April up to and including the Wednesday prior to Memorial Day one regular cleaning on Wednesdays.

- **Regular Fish Cleaning Station Cleaning:** 2006-8 2007-8 2008-8 2009-8
- (b) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM.
- **Regular Fish Cleaning Station Cleaning:** 2006-102 2007-102 2008-102 2009-109
- (c) Beginning the Wednesday after Labor Day up to and including 31 October one complete cleaning on Wednesdays and Sundays.
- **Regular Fish Cleaning Station Cleaning:** 2006-16 2007-17 2008-17 2009-15

15. Ives Run Beach Trash Cans, Tioga-Hammond Lake

- (a) Beginning the Friday before Memorial Day up to and including the day after Labor Day empty two trash cans daily
- **Emptying of Trash Cans:** 2006-103 2007-103 2008-103 2009-110

16. Hawthorne Comfort Station with Showers (flush), Beach/Birch Comfort Station (flush), Hickory Comfort Station with showers (flush), Tioga-Hammond Lake

- (a) Beginning 20 April up to and including the Wednesday before Memorial Day one daily regular cleaning to be completed by 11:00 AM.
- **Regular Comfort Station Cleaning (each facility):** 2006-35 2007-34 2008-32 2009-31
- (b) Beginning the Friday before Memorial Day up to and including the Wednesday after Labor Day one complete cleaning between 7:00 AM and 11:00 AM and one partial cleaning between 3:00 PM and 6:00 PM.
- **Regular Comfort Station Cleaning (each facility):** 2006-104 2007-104 2008-104 2009-111
- **Partial Comfort Station Cleaning (each facility):** 2006-104 2007-104 2008-104 2009-111
- (c) Beginning the Thursday after Labor Day up to and including 31 October one daily regular cleaning to be completed by 11:00 AM.
- **Regular Comfort Station Cleaning (each facility):** 2006-55 2007-56 2008-58 2009-52
- (d) Special cleaning the first weeks of May, June, July, and August.
- **Special Comfort Station Cleaning (each facility):** 2006-4 2007-4 2008-4 2009-4

17. Project Office Building, Tioga-Hammond Lake

- (a) Beginning 1 January up to and including 31 December one regular cleaning on Mondays and Thursdays. Cleanings to be performed after 4:00 PM.
- **Regular Project Office Cleaning:** 2006-104 2007-105 2008-104 2009-104
- (b) One Special cleaning the first week of April to be performed after 4:00 PM, Monday through Friday.
- **Special Project Office Cleaning:** 2006-1 2007-1 2008-1 2009-1

18. Ives Run Maintenance Building, Tioga-Hammond Lake

- (a) Beginning 1 January up to and including 31 December one regular cleaning on Mondays and Thursdays. Cleanings to be performed after 4:00 PM.
 - **Regular Ives Run Maintenance Building Cleaning:** 2006-104 2007-105 2008-104 2009-104
- (b) One Special Cleaning the first week of April to be performed after 4:00 PM, Monday through Friday.
 - **Special Ives Run Maintenance Building Cleaning:** 2006-1 2007-1 2008-1 2009-1

19. Visitor Information Center/Ranger Station

- (a) Beginning 1 January up to and including 31 December one regular cleaning on Mondays and Thursdays. Cleanings to be performed after 4:00 PM.
 - **Regular Visitor Information Center/Ranger Station Cleaning:** 2006-104 2007-105 2008-104 2009-104
- (b) Special Cleaning the first week of April to be performed after 4:00 PM, Monday through Friday.
 - **Special Visitor Information Center/Ranger Station Cleaning:** 2006-1 2007-1 2008-1 2009-1

20. Beach House with Showers (flush), Tioga-Hammond Lake

- (a) Beginning 01 April up to and including the Wednesday prior to Memorial Day one regular cleaning on Wednesdays and Sundays.
 - **Regular Beach House Cleaning:** 2006-16 2007-16 2008-15 2009-15
- (b) Beginning the Friday before Memorial Day up to and including Labor Day one daily regular cleaning between 7:00 AM and 12:00 PM and one daily partial cleaning between 3:00 PM and 6:00 PM.
 - **Regular Beach House Cleaning:** 2006-102 2007-102 2008-102 2009-109
 - **Partial Beach House Cleaning:** 2006-102 2007-102 2008-102 2009-109
- (c) Beginning the Wednesday after Labor Day up to and including 1 November one regular cleaning on Wednesdays and Sundays.
 - **Regular Beach House Cleaning:** 2006-17 2007-17 2008-17 2009-16
- (d) Special cleanings one each week the first weeks of May, June, July, and August
 - **Special Beach House Cleaning:** 2006-4 2007-4 2008-4 2009-4

C.1.4. All Cleanings shall be conducted and documented using the specifications listed above. Any revisions to these specifications must be approved in advance by the COR.

C.1.5. The Contractor may be required to perform additional janitorial services at the restrooms and bathhouse during a morning and/or afternoon on weekends and/or holidays at the discretion of the COR. In the event such additional service is requested and performed, payment shall be at the separate unit price for additional service contained in the bid schedule. Such additional service shall be in accordance with Section C.1.2.

C.1.6. All trash removed from the public comfort stations shall be deposited in a dumpster located in the recreation areas or the maintenance area.

C.1.7. The Contractor shall maintain a daily cleaning check sheet for each facility each time it is serviced. This check sheet shall include each facility, cleaning time, and crewmembers performing the cleaning. These forms shall be made available for review by the COR upon request. The Contractor shall, on a weekly basis, provide a list of all services that were performed during that period, logged on a weekly check sheet provided by the Government. The weekly check sheets will be utilized to verify invoices and will attest that all required services were performed at each facility. Invoices will not be paid until all of the billing period weekly check sheets have been received and verified against the invoice amount.

C.1.8. The Contractor shall place a physical barrier, approved by the COR, to block the entrance to facilities during cleaning hours. This is to prevent the visitor from delaying cleaning.

C.2 CONTRACTOR CAPABILITY REQUIREMENTS

C.2.1. The Contractor must have sufficient labor, equipment, and supplies to perform all work required in Section C.

C.2.2 The Contractor shall provide all equipment, materials, and supplies and shall be responsible for making his/her own arrangements for all needed equipment, materials, and supplies required for providing janitorial services. Cleaning equipment shall be kept in proper working order. Dilapidated or malodorous equipment must be replaced. Sweepers must be equipped with working beaters, belts and attachments. The sweeper bags must be replaced before the bag has surpassed its efficient working level and must emit a fresh scent or no scent at all. The Contractor shall provide all plastic trash liners of not less than four (4) mils, all cleansers, furniture polish, and any other supplies which may be necessary to fulfill the requirements of this contract. In comfort stations and bathhouses with storage facilities and offices with restroom facilities, the government will require a minimum of one week and a maximum of two weeks supply of essential supplies to be stored. All storage space will be approved and allocated by the Government.

C.2.3. All supplies and materials required for clean up shall be submitted and approved before use by an authorized representative of the Contracting Officer. Material Safety Data Sheets (MSDS) shall be submitted for each applicable product used and will be made readily available to all contract employees.

C.2.4. All work shall be performed according to the sequence of cleaning provided by the Contractor. If 10% of any service is found to be defective in workmanship or otherwise not in compliance with the specifications and requirements, the government shall have the right to reject such service without the option of correction. It shall be at the option of the Government to have the Contractor correct the defective services in a timely, efficient, and workmanlike manner without additional cost to the government. If the Contractor fails to correct deficient work in the allotted time frame, the Government reserves the right to withhold funds or perform the service with Government or other contract personnel and deduct those costs from the Contractor's payment.

C.2.5. Prospective bidders are strongly urged to attend the pre-bid conference to discuss terms of the solicitation and view the facilities.

C.2.6. PRE-WORK MEETING

C.2.6.1. The Contractor shall attend a Pre-work meeting no later than ten (10) working days after the initial year of the award of the contract, and the third (3rd) or fourth (4th) week of January for each subsequent award year.

C.2.6.2. During the Pre-Work meeting the Contractor shall provide a Quality Assurance Plan to include, but is not limited to, the following:

- Schedule of cleaning times for all areas
- Cleaning Sequence
- Method that the Contractor will employ to complete and document successful completion of Employee Training in regards to cleaning, knowledge of the contract specifications and safety.
- Method that will be utilized for contacting crews while performing their cleanings
- In addition, the Contractor shall provide the following documentation:
 - Material Safety Data Sheets for Products
 - Safety Plan and Hazard Analysis Plan
 - Current Certificate of Insurance

C.3. KEYS The Government shall provide a form that the Contractor must complete in order for employees to receive necessary keys to access Project facilities. These keys are to be used exclusively for executing necessary functions to complete the duties prescribed in this contract. Any use of these keys for other than the performance of this contract is strictly prohibited. Such improprieties shall include recommending the termination of the employee(s). Employees are subject to rules and regulation of Title 36 CFR part 327. Any loss of keys will be reported to the COR within 24 hours. Failure to do so may result in the contractor accepting the burden of reestablishing the integrity of the Tioga-Hammond and Cowanesque Lakes lock and key system.

C.4. SAFETY

C.4.1 During the course of work, equipment shall be parked at locations designated by the authorized representative of the Contracting Officer. Trucks or other vehicles will not be driven or parked in unsafe positions, or off designated service roadways or outside of designated parking areas. Drivers of all Contractor vehicles or vehicles providing services under this contract, will comply with all applicable local, State and Federal Laws and Regulations including the utilization of seat belts.

C.4.2 All wet floors shall have proper signs to alert Government employees and the public to the condition. Signs shall be professional in appearance, approved by the COR, and have the proper coloring and wording to denote such hazards.

C.4.3 All equipment and vehicles shall comply with applicable local, State and Federal Laws and Regulations.

C.4.4 The Contractor shall comply, and shall insure that all employees comply with all applicable safety regulations set forth in EM 385-1-1 U.S. Army Corps of Engineers Safety and Health Requirements Manual (website location <http://www.usace.army.mil/inet/usace-docs/eng-manuals/em385-1-1/toc.htm>), OSHA Regulations and all State and Local Safety Codes while performing duties at the Project.

When conducting the special cleanings in areas where special extension equipment is utilized, the Contractor shall comply with all applicable sections of EM 385-1-1 – “U.S. Army Corps of Engineers Safety and Health Requirements Manual” specifically Section 22 J – “Elevated Working Platforms”.

C.5. CONTRACT MANAGEMENT/QUALITY ASSURANCE

C.5.1 The Contractor shall name an authorized On-site Contract Manager/Quality Assurance Representative whose main responsibility is to 1). Manage the day to day activities of the contract, 2). Assure that contract specifications are being met by the cleaning crews, 3). Collect daily cleaning sheets, 4). Complete weekly inspection checksheets, 5). Inspect each facility, both morning and evening cycles no less than one time each per week and document the inspections, 6). Provide the completed weekly inspection forms upon request, 7). Meet on a weekly basis with the COR, 8). Be available daily for an 18 hour period during the recreation season of May through early September, 9). Be the point of contact between the COR and the Contractor for day-to-day activities. The On site Contract Manager /Quality Assurance Representative MAY, during the peak season of Memorial Day through Labor Day INFREQUENTLY serve in the capacity of cleaner in the event that a crew is short-staffed, and a replacement is needed to complete a daily cleaning cycle. They are not; however, to routinely serve a dual role as cleaner/representative during this time. During off-season times (Labor Day to Memorial Day), the Contract Manager/Quality Assurance Representative may serve in a dual role as both quality assurance representative and cleaner.

C.5.2 The On-site Contract Manager/Quality Assurance Representative shall be available for notification 18 hours per day (6:00 A.M. through 12:00 midnight). “Available for notification” for the purposes of this contract means that a responsible person within the Contractor’s organization shall be able to receive verbal/telephonic communications during that time frame and act upon that communication within one (1) hour if necessary.

C.5.3 The On-site Contract Manager/Quality Assurance Representative shall inspect all facilities a minimum of one (1) time per week, randomly determined to encompass all shifts and cleaning areas, to insure that crews are performing services according to contract specifications. These inspections will be documented on a weekly inspection sheet. These inspection sheets will be signed and dated by the Contract Manager/Quality Assurance Representative, and furnished to the COR on a weekly basis for review.

C.6 TRAINING The Contractor shall provide dated and signed documentation of employee training relating to familiarity of contract specifications, safety, familiarity with Material Safety Data Sheets (MSDS) for products, training material used, and cleaning sequence that is to be followed for areas no later than 2 weeks after the starting date for each employee. The Contractor shall inform the COR of the date and location of the training so that the Government has the opportunity to attend.

C.7 GENERAL CONDITIONS

C.7.1 Appearance, Personal Hygiene and Identification: All Contract employees shall wear COR approved, recognizable uniforms and identification insignia, with the Contractor name visibly displayed. Uniforms and/or other insignia will be subject of the approval of the Contract Officer Representative. Because employees come in frequent contact with the public, employees must maintain acceptable levels of cleanliness and personal hygiene. All vehicles when in use by the Contractor and all employees, in the

performance of services under this contract, shall be marked on two (2) sides with the Contractor name and be readily identifiable. Approved magnetic signs are acceptable.

C.7.2 Lost and Found: The Contractor or his employees shall turn in all articles found on public lands to the nearest Park Ranger, or the Project Visitor Information Center during the crew's normal contract routine.

C.7.3 Damage: Special care shall be exercised to avoid damaging any facility. The Contractor shall repair or restore any damage to such facilities, buildings, signs, etc., resulting from the Contractor's failure to exercise reasonable care in the performance of the work. If the Contractor fails or refuses to repair any such damage promptly, the Contracting Officer may have the necessary work performed and charge the cost thereof to the Contractor. The Contractor shall exercise extreme care, so as to protect all visitors from injury and their property from harm and/or damage.

C.7.4 Storage of Equipment: Contractor equipment and supplies shall not be stored on Government land or in Government facilities except in those locations indicated in the contract or at such locations as approved by the COR.

C.7.5 Rules and Regulations: The Contractor and employees shall comply with all rules and regulations governing public use of water resources development projects as set forth in Title 36, CFR, Chapter III, Part 327 and all laws of the Commonwealth of Pennsylvania and the United States as they apply to the Tioga-Hammond & Cowanesque Lakes Project, and obey all posted signs. Copies of Title 36 will be available from the COR.

C.7.6 Schedule: The Contractor shall provide the COR for his/her approval, during the pre-work conference, a schedule indicating the timeframe that crews will be working at each facility under the contract. To minimize visitor usage/cleaning conflicts, the campground shower houses shall receive the earliest AM cleanings.

All work, clean up and janitorial services provided to the Visitor Information Center/Ranger Office Area, Project Administration Building and Maintenance Building shall be started after 4:00 P.M. and completed before 9:00 P.M. unless otherwise directed by the contract or at other times directed by the COR.

Cleanings are permitted to be conducted outside of normal business hours. Therefore the Contractor must provide a list of employees conducting the services and a pre-approved schedule that will be followed. The employees shall be required to initial a sign-in/sign out sheet at each facility. The Contractor shall be responsible for any damages incurred to the Government as a result of the actions of their employees conducting these off-hour services. Strict security procedures shall be followed in accordance with the direction of the COR and/or Project Operations Manager.

C.7.7 Equipment: Special arrangements may be made to store large equipment such as vehicles and special cleaning equipment in secured areas of the maintenance compound. The Contractor will be required to insure this equipment remains secured, and all gates are secured upon the exit of the crews when obtaining this equipment.

C.7.8 COMMUNICATION:

C.7.8.1 The On-site Contract Manager/Quality Assurance Representative shall make themselves available for a weekly performance meeting with the Contracting Officers Representative or his/her designated representative. A mutually agreeable time and date for the meetings shall be determined after award of the contract.

C.7.8.2 The Contractor shall insure that the On-site Contract Manager/Quality Assurance Supervisor has the capability to contact all crews during their cleaning times through the use of cellular communications or other pre-approved method of reliable communications.

C.7.9 VEHICLES: All vehicles shall be properly licensed and inspected in accordance with the state of registration and remain in a safe and proper running condition. In addition, vehicles, utilized but not owned by the Contractor, shall be properly insured either by the Contractor or the vehicle owner to meet the requirements of the Commonwealth of Pennsylvania. The Contractor shall ultimately be responsible for claims arising out of careless, negligent, or unsafe operation of vehicles and any resulting damage to personal or Government property.

All vehicles when in use by the Contractor in the performance of services under this contract shall be marked on two (2) sides with the Contractor name and be readily identifiable. Approved magnetic signs are acceptable.

C.8 QUANTITIES

C.8.1 Closure and Deviation of Quantity: If the amount or scope of work increases or decreases through no fault of the Government, the Government reserves the right to negotiate a change in the contract price based on the increase or decrease of the contract. The COR reserves the right to decrease or increase line item quantities based on actual need. The Contractor will be given one week written notice of a change in the schedule. The effective date of the notice will be the date on the written notice as signed by the COR or his designated representative. Services may be verbally deleted as a result of flood control operations or other conditions beyond the control of the Government and followed by written notification. Contractor will not be reimbursed for services that may be deleted by the Manager with such notice.

C.8.2 Variations in quantities of less than or equal to 30% based on scheduled units will preclude any adjustment in the bid item associated with that unit.

C.9 INSPECTIONS, DEFICIENCIES, DEDUCTIONS, MISCONDUCT, DEFAULT

C.9.1 Selection of Facilities for Inspection: Any and all facilities are subject to daily Government inspection at any given time. At a minimum, a random sampling of 10% of the facilities can be expected based on random sampling procedures. At a maximum, 100% of the facilities can be inspected.

C.9.2 Deficiencies: Facilities found not satisfactory in 10% of contractual services and deemed to have been the result of inadequate service will be noted and may be referred to the Contractor for immediate correction, or if judged not feasible, may be deducted from the Contractor's pay estimate as one cleaning unit. Should the Contractor fail to correct the deficiency, if requested to re-perform the service, the Government may:

- (1) Deduct the unit cleaning cost from the Contractor's pay estimate

- (2) Perform the services with government personnel and deduct the costs from the Contractor's pay estimate
- (3) Hire the work performed and deduct the cost from the Contractor's pay estimate.

C.9.3 Deductions: Should there arise the need to deduct money for damages or services not rendered, the following will be the basis for such deductions. In all cases, the per unit cost of that facility service will not be allowed to the Contractor. Additionally, in the event that the government must perform the work, labor will be charged at the actual rate per hour of the persons doing the work times a current overhead factor generally ranging from 2.28 to 2.40 to cover overhead and administrative charges. Vehicle mileage charges will be computed at \$0.375 per mile plus the actual cost of incidental supplies and equipment. Should the government contract deficiencies in a piecemeal fashion, the entire cost of the extra hired work will be deducted from the Contractor's pay estimate. Deductions for damages to government property shall be handled in the same fashion at the same rates and terms. In all cases, the Contractor shall be provided with an itemized breakdown of the deduction.

C.9.4 Misconduct:

The Contractor and Employees shall not use or be under the influence of drugs or alcohol at any time while performing the obligations under this contract or giving the public the appearance of same. During on and off duty status, they must hold themselves to the standard of acceptable behavior expected of the public and to all rules and regulations governing Corps property and facilities. Unacceptable behavior, deemed so by the COR, that brings discredit to the Government or the contractor will be grounds for dismissal or termination of the contract.

The Contractor or employees shall not carry or possess firearms or weapons in the park or maintain them in their vehicles or work areas while in a duty status.

The Government reserves the right to have contractor employees removed from the job site for repetitive occurrences of inappropriate behavior to include, but not limited to:

- Lack of personal hygiene
- Failure to wear proper uniform
- Use of vulgar language
- Engaging in inappropriate actions towards other employees, Federal employees or members of the public

C.9.5 Default: Default of the contract shall be considered for various reasons relating to nonperformance of the contractual specifications. Following is a partial listing of reasons for which default may be considered:

- a. Repetitive pay deductions for nonperformance.
- b. Repetitive callbacks for corrections.
- a. Repetitive safety violations.
- b. Abnormally high amounts of inflicted damage on government facilities or private property.
- c. Verbal or physical assaults on other Contractors, Government employees, or visitors.

C.10 INVOICES AND PAYMENT

Contractor shall submit itemized invoices on a monthly basis based on work completed. Invoice shall accurately reflect work completed within the time frame as recorded on the invoice. Incorrect invoices will be returned to the Contractor for correction before processing. Invoices will be processed electronically for payment.

C.11 PRE-BID CONFERENCE AND INSPECTION

A pre-bid conference and facility tour will be held at the Tioga-Hammond & Cowanesque Lakes Visitor Information Center/Ranger Station Building at 9:00 A.M., 15 March 2005.

Appendix C-A (Cowanesque Facility Inventory)

Cowan-esque Facility Inventory	Urinals	Commodes	Sinks	Trash Receptacles	Towel Receptacles	Toilet Paper Dispensers	Showers
North Tailrace Mens	1	2				2	
North Tailrace Womens		3				3	
Hike In Mens	1	2				2	
Hike In Womens		3				3	
Cove Mens	2	2	3	1		2	4
Cove Womens		4	3	1		4	4
Bench Mens	2	2	2	1		2	
Bench Womens		3	3	1		3	
Knoll Mens	2	2	2	1		2	3
Knoll Womens		3	2	1		3	3
Meadow Mens	1	2		1		2	
Meadow Womens		3		1		3	
Oneida Mens	1	2	2	1		2	
Oneida Womens		3	2	1		3	
Boat Launch Mens	1	3		1		3	
Boat Launch Womens		4		1		4	
Iroquois Mens	1	2	2	1		2	
Iroquois Womens		3	2	1		3	
Beach House Mens	3	4	3	2		4	3
Beach House Womens		7	3	2		7	6
Lawrence Mens	1	3		1		3	
Lawrence Womens		4		1		4	
Fish Cleaning			2	1			
TOTALS	16	66	31	21		66	23

Appendix C-B (Tioga-Hammond Facility Inventory)

<i>Tioga-Hammond Facility Inventory</i>	<i>Urinals</i>	<i>Commodes</i>	<i>Sinks</i>	<i>Trash Receptacles</i>	<i>Towel Receptacles</i>	<i>Toilet Paper Dispensers</i>	<i>Showers</i>
<i>Project Office Mens</i>	1	1	1	1	1 c-fold	1	0
<i>Project Office Womens</i>	0	2	1	2	1 c-fold	2	0
<i>Visitor Info Center Unisex</i>	0	3	3	3	3 c-fold	6	0
<i>Ives Run Maintenance</i>	0	1	2	2	1 rolled/1 c-fold	1	1
<i>Stephenhouse Mens</i>	1	2	0	0	0	2	0
<i>Stephenhouse Womens</i>	0	3	0	0	0	3	0
<i>Ives Run Boat Launch/Mens</i>	2	1	2	1	1 c-fold	1	0
<i>Ives Run Boat Launch/Womens</i>	0	3	2	1	1 c-fold	3	0
<i>Ives Run Fish Cleaning Station</i>	0	0	2	1	0	0	0
<i>Ives Run South Mens</i>	2	1	2	1	1 c-fold	1	0
<i>Ives Run South Womens</i>	0	3	2	1	1 c-fold	3	0
<i>Hawthorne Mens</i>	2	2	2	1	0	2	4
<i>Hawthorne Womens</i>	0	4	2	1	0	4	4
<i>Lakeside Mens</i>	2	1	2	1	0	1	0
<i>Lakeside Womens</i>	0	3	2	1	0	3	0
<i>Beach house Mens</i>	3	2	3	1	0	2	4
<i>Beach house Womens</i>	0	5	3	1	0	5	4
<i>Beech-Birch Mens</i>	2	1	2	1	0	1	0
<i>Beech-Birch Womens</i>	0	3	2	1	0	3	0
<i>Hickory/Unisex</i>	0	4	4	4	0	4	4
<i>Ives Run Pine Camp Mens</i>	2	1	0	0	0	1	0
<i>Ives Run Pine Camp Womens</i>	0	3	0	0	0	3	0
<i>Lambs Creek Picnic Mens</i>	2	1	0	0	0	1	0
<i>Lambs Creek Picnic Womens</i>	0	3	0	0	0	3	0
<i>Connecting Channel Mens</i>	1	2	0	0	0	2	0
<i>Connecting Channel Womens</i>	0	3	0	0	0	3	0
<i>Lambs Creek Portable Comfort Station</i>	0	3	3	0	0	3	0
TOTALS	20	61	42	25	1 rolled/10 c-fold	64	21

(End of Summary of Changes)